



## **North Dakota Federal Title Programs Dispute Resolution Policy Requirements**

Federal regulations require that each district adopt procedures for receiving and resolving disputes pertaining to federal Title programs.

If a parent, school personnel or any interested person wishes to file a complaint, a policy must be established which outlines the following components:

Process: (Once received, the process that will occur. The process must define a reasonable time limit for responding to the complaint.)

Contact Information: (Who the complaint should be sent to)

Any complaint must include: (What complaint must include)

Reconsideration:

The policy must address the process, at the local level, if the complainant wants the district's decision reconsidered. It must state that they have the right to have their complaint reconsidered by the North Dakota Department of Public Instruction and the U.S. Department of Education.

State Superintendent  
North Dakota Department of Public Instruction  
600 E Boulevard Avenue, Dept 201  
Bismarck, ND 58505-0440

The Secretary of Education  
U.S. Department of Education  
555 New Jersey Avenue NW  
Washington, D.C. 20208

The other documents which may assist school personnel in creating their Dispute Resolution Policy are also provided as resources:

- ▶ North Dakota Federal Title Programs Dispute Resolution Policy and Procedures
- ▶ Template – District Dispute Resolution
- ▶ Template – District Dispute Resolution Policy

If you have any questions regarding the Dispute Resolution Policy and Procedures, please contact Stefanie Two Crow, Director Federal Title Programs, at [stwocrow@nd.gov](mailto:stwocrow@nd.gov) or (701) 328-2287.